

**Notice Inviting Tender for Auction of old/obsolete/non-working/un-serviceable
IT equipment**

**ABV- INDIAN INSTITUTE OF INFORMATION TECHNOLOGY AND
MANAGEMENT, GWALIOR (ABV-IIITM, Gwalior)**

NIT No. : ABV-IIITMG/Registrar/2024-25/3919
NIT Issue Date : 3rd July 2024
Physical inspection : Monday to Friday (3:00 PM to 05:00 PM)
Last Date of Submission : 24th July 2024 till 04:30 PM



**ABV-INDIAN INSTITUTE OF INFORMATION TECHNOLOGY AND
MANAGEMENT, GWALIOR**

E-mail: registrar@iiitm.ac.in Website: www.iiitm.ac.in
Contact no. of S&P Section: 07512449714 / 07512449732

S. No.	Particular	Remarks
01	Name of work	Auction of old/obsolete/non-working/un-serviceable IT equipment
02	Tender No.	ABV-IIITM/Registrar/2024-25/3919
03	Timeline for Auction of the auctioned items after awarding of the contract	30 days
04	Security Deposit	Rs. 2500/-
05	Physical inspection of old assets by bidders	On all working days -Monday to Friday from 03 rd July to 24 th July (3:00 PM to 05:00 PM) in Admin. Block, ABV-IIITM, Gwalior.
06	Last date and time of submission of tender	24-07-2024 at 04:30 PM in the sealed box available in front of the board room
07	Date & time of tender opening	24-07-2024 at 05:00 PM in Admin. Block, ABV-IIITM, Gwalior.
08	Type of Bid	Two bid system: (The bidder must submit two separate envelopes super scribing Technical Bid (<i>Demand Draft must be put in the technical Bid envelop</i>) and Financial Bid separately in Big Envelops super scribing Auction of old/obsolete/non-working/un-serviceable IT equipment
09	Bid splitting	Not allowed
10	Bid validity	60 days
11	Minimum Reserve price for the auction	Rs 27252/-

For and on behalf of the Director, ABV-IIITM, Gwalior, tenders are invited to auction **old/obsolete/non-working/un-serviceable IT equipment**. You are requested to quote your best offer for all the items in totality as per the terms & conditions. (Refer to details as per Annexure-I)

The quotation should be sealed and superscripted with the tender number and addressed to the following:

The Registrar, ABV- Indian Institute of Information Technology & Management Morena Link Road, Gwalior Madhya Pradesh

The sealed quotations should reach the Institute latest by **24th July 2024 at 04:30 PM, and they will be opened on 24th July 2024 at 5:00 PM** in Board Room Admin. Block, ABV-IIITM, Gwalior, in the presence of the bidder(s) or their authorized representative(s), if any, an Authorization letter is required who will have to be present at the scheduled date and time.

Terms & Conditions

- 1. Security Deposit:** The bidder shall be required to submit the Security Deposit for **Rs. 2,500/- (Rupees Two Thousand Five Hundred Only)** by way of demand draft only. The demand draft shall be drawn in favor of "**Director, ABV-IIITM, Gwalior.**" The demand draft for the security deposit must be enclosed in the technical bid envelope only. The security deposit of the successful bidder shall be returned after the completion of the work. The Bid(s) received without a demand draft of the security deposit will be summarily rejected.

- a) The Firm that is registered with National Small Industries Corporation (NSIC) / OR Small Scale Industries (SSI) is exempted from submitting the security deposit (A copy of registration must be provided along with technical Bid), as per GoI norms
 - b) In case of unsuccessful Bidders, the security deposit shall be retained by ABV-IITM, Gwalior, till the finalization of the tender. No interest will be payable by ABV-IITM, Gwalior, on the SECURITY DEPOSIT.
2. **Rate:** Rate should be quoted in Indian Rupees (INR) on as is where is basis. Minimum reserve price for the items being auctioned is Rs 27252/-
 3. **Taxes:** Any taxes, if payable, should be borne by prospective bidders.
 4. **Opening of Tender:** The tenderer is at liberty either himself or to authorize not more than one representative to be present at the opening of the tender. The representative attending the opening of the tender on behalf of the tenderer should bring with him a letter of Authority from the tenderer and proof of identification. The late received tenders by ABV-IITM, Gwalior, will be ignored. Further, ABV-IITM, Gwalior does not accept any liability and responsibility for the tenders if the same is not properly sealed, marked, and sent as above.
 5. **Validity:** The quoted rates must be valid for 60 days from the date of closing of the tender. The overall offer for the bidder(s) quoted price shall remain unchanged during the validity period. If the bidder quoted validity shorter than the required period, the same will be treated as unresponsive and rejected.
Suppose the tender has been given, and the tenderer withdraws, modifies or changes his offer during the validity period. In that case, Bid is liable to be rejected, and the security deposit shall be forfeited without assigning any reason.
 6. **Authority of person signing document:** A person signing the tender form or any documents forming part of the contract on behalf of another shall be deemed to warranty that he has the Authority to bid, and if, on inquiry, it appears that the person so, signing had no authority to do so, ABV-IITM, Gwalior may without prejudice to other civil and criminal remedies cancel the contract and held the signatory liable for all cost and damages.
 7. **Breach of Terms and Conditions:** In case of violation of any terms and conditions as mentioned above, the Competent Authority will have the right to reject the Bid at any stage without assigning any reason thereof, and nothing will be payable by ABV-IITM, Gwalior, in that event the SECURITY DEPOSIT shall also stand forfeited.
 8. The tenderers should furnish a copy of their PAN & GST registration. Tenders not complying with this condition will be rejected.
 9. Bidder shall submit a copy of the tender document and addendum/corrigendum to that, if any, with each page of this document should be signed and stamped to confirm the acceptance of the entire terms & conditions as mentioned in the tender document.
 10. After due evaluation of the bid(s) ABV-IITM, Gwalior will award the contract to the highest bidder.

- 11. Legal Jurisdiction:** Any disputes are subject to the exclusive jurisdiction of a competent court and forum in Gwalior, Madhya Pradesh, India, only.
- 12. Applicable Law:** The contract shall be governed by the laws and procedures established by Govt. of India within the framework of relevant legislation and enactment made from time to time concerning such Commercial dealings/processing.
- 13. Force Majeure:** Any delay due to Force Majeure will not be attributable to the seller.
- 14. Institute's Obligations:-**The Institute shall not pay any compensation for any injury or death caused to the Contractor's workers. It will be the sole responsibility of the Contractor.
- 15.** The prospective bidder shall bear transport and all contingency expenses.
- 16.** No bill for the items being auctioned shall be provided to the bidder.
- 17.** The successful bidder has to deposit the total amount within seven days of receiving the order for disposable/ auction of the unserviceable and non-working items.

18. Criteria of Technical Eligibility:

For technical eligibility, the bidder should submit the following documents in the technical Bid envelope

- a) The bidder should submit the registration certificate of the Firm
- b) The bidder should submit PAN Card
- c) The bidder should submit an Aadhaar card
- d) The bidder should submit a service tax/GST registration certificate along with the tender documents
- e) The bidder should have a demand draft of Rs 2500/-
- f) The bidder should submit the bank details.
- g) The bidder to submit certificate of undertaking (Annexure-2)
- h) The bidder to submit technical eligibility details as per the checklist (Annexure-3)

(The above said documents must be submitted in envelop-1 super scribing technical bid)

19. Financial Bid: The bidder should submit Financial bid (Annexure-1) in envelop-2 super scribing Financial bid)

Note: The bidder must submit envelop-1 and envelop-2 in a big envelop super scribing auction of old/obsolete/non-working/un-serviceable IT equipment.

20. Criteria for evaluation of the tender: - The tender assessment will be made first based on technical information submitted by the bidders, and the Financial Bid will be opened only for the technically qualified/successful bidders.

S/d
Registrar
ABV-IIITM, Gwalior

List of Annexures:

Annexure-1: Financial Bid

Annexure-2: Certificate of undertaking

Annexure-3: Technical eligibility details

Format for submitting price bid for total items proposed to be auctioned

S.No.	Particulars	Quantity
1	CPU	61
2	Thin client	39
3	Monitor	82
4	Printer	08
5	Photocopier	01
6	Scanner	02
7	Projector	03
8	Keyboard	121
9	Mouse	200
TOTAL		517 items

Note: The bidder shall quote consolidated price for all 517 items mentioned above, minimum reserve price is Rs 27252/-.

Total Quote Price Rs..... (Rupees.....)

(Continued...)

Note: Bidder(s) or their authorized representative(s) are requested to be present during tender opening at 5:00 pm on 24/07/2024 in Admin. Block, ABV-IITM, Gwalior

Tender no. ABV-IIITM/Registrar/2024-25/3919

Tender for Auction old/obsolete/non-working/un-serviceable IT equipment

Name & Address of the Bidder: (In capital letter)

Telephone Number: •

Details of SECURITY DEPOSIT: Name of Bank, DD no., Date & Amount in Rs

1. I/We declared that I / my representative inspected the obsolete items per the attached list (Annexure-1) with tender and are/are interested in purchasing the same on an "As is where is basis." My/our offer for the items also given in Annexure –1 is given below:-

A. Total Quote Price Rs..... (Rupees.....)

2. I/We have gone through the terms and conditions in the tender document and agree. I/We understand that in the even of non-compliance with the terms and conditions of the tender, my/our SECURITY DEPOSIT shall be forfeited by ABV-IIITM, Gwalior

Note:- Agencies without having the above registration and authorization will not be allowed to participate in the Bid, and the Bid will be summarily rejected.

Signature: -

Name of the Authorized signatory: -

Designation: -

Office Seal:

CERTIFICATE

(To be submitted on the letterhead of the company/ firm)

I certify that the above Firm has never been blacklisted by any Central/State Government/Public Undertaking/Institute on any account.

I also certify that the above information is accurate and correct. In any case, at a later date, if it is found that any details provided above are incorrect, any contract given to the above Firm may be summarily terminated, and the Firm blacklisted.

I also certify that the Firm will abide by all the terms & conditions stipulated in the tender.

Date:	Name	:
Place:	Business Address	:
	Signature of Bidder	:
	Seal of the Bidder	:

CHECKLIST for Technical Eligibility

S. No	Name of the documents	Provided by the buyer (Yes/ NO)	Reason (if any)
1	Registration of Firm		
2	Bank A/c details (copy of cheque book/passbook /bank a/c statement must be attached)		
3	DD for SECURITY DEPOSIT		
4	Copy of PAN		
5	Copy of GST		
6	Proof for SECURITY DEPOSIT exemption, if any		
7	Proof of registration with the Ministry of Environment, Forest and Climate Change /Central Pollution Control Board/Madhya Pradesh Pollution Control Board or any other State Pollution Control Board as authorized recycler/dismantler etc.		
8	Proof of prior experience /successful completion of the Auction of old IT assets (if any)		

(Signature & seal of bidders with date)

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